



"Enriching Lives"

## LA COUNTY LIBRARY COMMISSION VIRTUAL MEETING

**DATE:** Wednesday, January 18, 2023

**TIME:** 10:00 am – 12:00 pm



**To participate:** To attend the virtual meeting using a laptop or desktop computer, click [Virtual Meeting Link](#) to join at the time of the meeting.

Mobile device users will need to install and use the Cisco 3Webex Meetings application to access the meeting.

Meeting Number: 2468 794 8328, Attendance Password: 8F2HvvZYAJ7

**To listen only via telephone:** Call (213) 306-3065, Access Code: 2468 794 8328

If you are experiencing technical difficulties accessing the meeting, please call 1-888-810-8885 for assistance.

### AGENDA

1. **Call to Order, Pledge of Allegiance, and Roll Call**
2. **Minutes**  
Approval of minutes from the regular meeting on November 16, 2022.
3. **LA County Library Report**  
Skye Patrick, LA County Library Director, or designee will provide a brief update on Library activity.
4. **LA County Library Presentation**  
Deborah Anderson, Assistant Director, Education and Engagement, will share an update on the Library's Community Feedback Sessions.
5. **2022-23 Commission Goals and Objectives Reports**  
Subcommittee Chairs will provide an update on the efforts of their respective subcommittees toward their goals and objectives:
  - a. Commission Benchmarking
  - b. Education & Community Needs
  - c. Legislative Advocacy
  - d. Philanthropy
6. **Commission Meeting Schedule**  
Discussion of the Commission's 2023 meeting schedule with a focus on returning to in-person meetings, consistent with LA County Board of Supervisor's actions.

**7. Commissioner Comments/Announcements**

Matters not posted on the agenda for discussion but, if requested, placed on the agenda for action at a future meeting of the Commission. Or matters requiring immediate action because of an emergency or when need to take action arose subsequent to the posting of the agenda.

**8. New Business**

New Business items for the Commission.

**9. Public Comment** *(Limited to 3 minutes per speaker.)*

Opportunity for members of the public to address the Library Commission items of interest within the jurisdiction of the Library Commission.

For those who wish to provide live public comment, you must join the virtual Webex meeting as a participant. You may also provide written public comment via email to [librarycommission@library.lacounty.gov](mailto:librarycommission@library.lacounty.gov). Deadline to submit written public comment is Tuesday, January 17, 2023, by 5:00 pm. Please include the agenda item and meeting date in your correspondence. All correspondence received shall become part of the official record.

**10. Adjournment**

**Accommodations:** For ADA accommodations, such as a sign language interpreter for the virtual meeting or materials in an alternative format, call (562) 940-8462 (voice) or (562) 940-8477 (TTY), Monday - Thursday, 8 am - 5 pm, at least 6 days prior to the meeting date.

**Supporting Documentation:** Documents distributed to the Commission for this meeting can be made available for public inspection. Supporting documentation is available by appointment at LA County Library Headquarters located at 7400 Imperial Hwy, Downey, California 90242, and may also be accessible on the LA County Library Commission website at [lacountylibrary.org/library-commission](http://lacountylibrary.org/library-commission). To make arrangements, please contact [librarycommission@library.lacounty.gov](mailto:librarycommission@library.lacounty.gov).



"Enriching Lives"



## LA COUNTY LIBRARY COMMISSION VIRTUAL MEETING

**DATE:** Wednesday, January 18, 2023

**TIME:** 10:00 a.m. – 12:00 p.m.

### REGULAR MEETING MINUTES

#### **Call to Order, Pledge of Allegiance, and Roll Call**

Chair Calaycay called the meeting to order at 10:08 a.m. and welcomed everyone to the first meeting of 2023. Staff conducted roll call and quorum was not met.

**Commissioners in Attendance: (10)** Angelita Medina, Corey Calaycay, Eric Alfaro, James Allen, Jonathan Beutler, Joy Williams, Lisa Cleri Reale, Mary Mendoza, Nancy Kuechle, Tess Shih

**Library Staff in Attendance: (9)** Yolanda Pina, Deborah Anderson, Grace Reyes, Jesse Walker-Lanz, Samangi Skinner, Sara Keating, Luis Garnica, Bryant Chow, Jessica Lee

**Guests in Attendance: (2)** Mary Ann Morato (Commission Services, Executive Office of the Board of Supervisors), Andrea Carroll (Executive Director, Library Foundation)

#### **Approval of Minutes**

Due to a lack of quorum, the approval of minutes from the regular meeting on November 16, 2022, did not take place.

#### **LA County Library Report**

Yolanda Pina, Chief Deputy Director, provided updates to the Commission summarized below.

- **Naloxone Board Motion:** Pina shared that in December there was virtual training from the Department of Public Health (DPH) on how to administer Naloxone, which is strictly voluntary for Library staff. As of January 3, all 85 library locations are prepared to initiate the service. Library is still working with DPH regarding feasibility.
- **COVID-19 Rapid Test Distribution** is still underway.
- **State Infrastructure Grant:** \$18 million was received for life safety building projects and \$9 million is to be matched by library funding. Library is working with the State to start projects in February 2023. Projects will serve 85 locations and go towards various life-saving building projects such as ADA, security cameras,

elevators, HVAC, roofing to name a few. Implementation will take place over a three-year time horizon and moving aggressively.

- Probation Funded Outreach: Library received funding from Probation for its Probation Outreach team, which has repurposed two Reading Machines to serve as outreach vehicles for youth at the various Juvenile Day Reporting Centers. There are 113 programs serving 424 participants.
- Programs for transition aged youth (TAY) and non-minor dependents (NMD): The Library received \$75,000 in funding from the State Library to implement 33 life skills programs to TAY and NMD, ages 16-25, beginning November 2022 through May 2023. The goal is 8 virtual and 35 in-person programs. Library is working with the Department of Children and Family Services (DCFS) to promote this series and is reaching out to the Alliance for Children's Rights. If any commissioners have connections or are interested in learning more, please connect with Deborah Anderson.

### **LA County Library Presentation**

Deborah Anderson, Assistant Director over Education and Engagement, and Jessica Lee, Head of Marketing & Communications, shared an update on the Library's Community Feedback Sessions. The sessions took place from September to October 2022 with one session in each of the five Supervisorial Districts. There was participation from the LA County Supervisors and Board Offices. Giveaways for participants were provided by the Library Foundation. In addition to the five virtual sessions, there was one online survey. Of the 1,123 respondents, 66% had visited a library in person over the prior 30 days and 60% had accessed the digital library over the prior 30 days.

The most popular in-person services were:

- Checking out materials
- Attending in-person programs
- Accessing free Wi-Fi

During the pandemic, the most popular items were:

- Digital resources
- Sidewalk Service pick-up
- Virtual programs

When asked what comes to mind when they think of the library, words included: Study, Books, Resources, Reading, Community, Free, and so on. Participants also provided input about the types of support needed including accessibility, language needs and how to make the libraries more inclusive. Additional suggestions included expanded hours and financial planning resources.

The next steps include hiring a consultant to help take the information and put it into a strategic plan. Goals include identifying opportunities to serve a broader LA County

resident base, more effectively promoting existing programs and creating a tracking platform so communities can see progress.

- Commissioner Medina asked if there are any specific plans to reach non-library users as this is a challenge.
  - Response: Library's Education & Engagement staff are invited to community events and these events often include a lot of non-users so they are great places to get feedback. Staff is creating a survey for these events. This is an area where the Commission can help.
- Commissioner Shih acknowledged the "wonderful presentation" and asked if staff has identified specific segments of the community that they would like reach or specific ages, etc.?
  - Response: Staff has some intelligence about the demographics of those who responded but will do some targeted outreach. There are specific groups that have requested more resources such as job seekers.

### **2022-23 Commission Goals and Objectives Reports**

Subcommittee Chairs provided an update on the efforts of their respective subcommittees toward their goals and objectives:

#### **Commission Benchmarking**

Commissioner Tess Shih reported the subcommittee's work. Last month the subcommittee worked to put together a list of systems to outreach to and worked with Library staff to craft a letter. Shih commented that a lot of work has been done including a list of vetted questions. They will wait to see what response they receive.

#### **Education & Community Needs**

Commissioner Kuechle is the sole member left on this subcommittee and asked for others to join her. Kuechle meets with staff and serves as a liaison between the programming department and the Commission. She will continue to send a monthly list of activities to Commissioners. She added that tagging programs or promoting them via social media results in higher registration and attendance.

- Chair Calaycay asked for volunteers to join the sub-committee. Commissioners Medina and Mendoza volunteered.

#### **Legislative Advocacy**

Commissioner Medina reported on this subcommittee's activities. She thanked the subcommittee members and Library staff for their help and for being available. She shared that staff prepared a one pager of unmet program needs that require funding and the subcommittee members narrowed it down. They are specifically focused on programs that will be attractive to potential legislators and their focus is on three offices: Congresswoman Linda Sanchez, State Assemblywoman Lisa Calderon and State Senator Bob Archuleta.

Medina referred to the projected budget deficit for the State citing this as a large variable. The subcommittee members will do more targeted outreach mostly for the next fiscal year.

- Commissioner Cleri Reale asked about whether the subcommittee has thought about which State departments will have some funding to distribute. Library is looking into this.

### **Philanthropy**

Commissioner Cleri Reale shared updates from the Library Foundation stating that the Foundation closed the year in a strong position with \$335,000 which is seven times what it was when the Foundation was restarted. Cleri Reale shared that the Foundation's Executive Director, Andrea Carroll, is working with her board and Library staff to develop a naming policy so they can solicit larger capital grants from donors. She ended the update by thanking everyone who donated at the end of the year and requesting those who couldn't to consider a donation in 2023. She reiterated the goal of 100% Commission participation.

### **Commission Meeting Schedule**

At this time, there was discussion of the Commission's 2023 meeting schedule with a focus on returning to in-person meetings, consistent with LA County Board of Supervisors' actions. Samangi Skinner reported that the March Commission will likely be in person. She stated that staff is looking at a few locations for the remainder of the year along with satellite locations. Skinner explained the new legislation that allows for some remote participation; however, it must be in response to an emergency and would require a quorum from a singular physical location. Skinner will provide commissioners with a final list of locations for the year.

### **Commissioner Comments/Announcements**

Commissioner Medina shared a story about a young woman from Croatia who moved here and visited Sorensen Library on a regular basis citing it as a way for the entire family to do something together.

Chair Calaycay shared some concerns for Commission Services related to the City Selection Committee (CSC).

- Commission leadership was not notified about the recent CSC meeting.
- The agenda for the meeting includes several incorrect pieces of information including the seats that are open and the locations. For instance, Claremont is still showing up as part of 1<sup>st</sup> District despite being moved out of that district.
- Calaycay also reviewed all the open seats and there was a discussion about potential candidates for the open seats.
- He ended by stressing that Commission Services must inform us of the meetings as we can only fill those openings by having candidates approved at the meetings.

**New Business**

There was no new business except more discussion of the March meeting location.

**Public Comment**

There was no public comment.

**Adjournment**

The meeting was adjourned by Chair Calaycay at 11:23 a.m.